

WINSLOW TOWNSHIP BOARD OF EDUCATION

Regular Board of Education Meeting

Wednesday, March 27, 2013

Winslow Township Middle School

Agenda

7:00 p.m.

I. PUBLIC NOTICE of this meeting was given to all Board Members and Associates in a notice dated **01/03/13** and **03/07/13**. It was also advertised in the Courier Post, Philadelphia Inquirer and posted in all schools, the Administration Office, the Municipal Building, the Library, Bud Duble Center, Edgewood Acres, Elm Town and Winslow Township Post Offices.

II. MISSION STATEMENT

The ***Mission*** of the Winslow Township School District, a large diverse and growing community, is to educate all students to become independent, life-long learners, critical thinkers and caring and confident members of their community. The District, in partnership with the community, and in a climate of cooperation and mutual respect, will provide an academic environment which values excellence and diversity, encourages students to strive for personal excellence, and assists them in acquiring the knowledge, skills and attitudes necessary to contribute positively to a rapidly changing world.

III. ROLL CALL

Ewuniki Brown
Gulab Gidwani
Joanne Masciocchi
Julie A. Peterson
Cheryl Pitts
Aleta Sturdivant
Gail P. Watkins

Lorraine Dredden, Vice President
Patricia Davis, President

H. Major Poteat, Ed.D., Superintendent
Tyra McCoy-Boyle, Business Admin./Board Secretary
Howard Long, Jr. Esq., Solicitor

Brian Maguire, Student Representative

IV. PLEDGE OF ALLEGIANCE

V. BOARD OF EDUCATION – TEAM CHARTER

1. **At all Times:** Maintain confidentiality; Follow the chain of command; Maintain an open-mind; Listen and speak with respect for others.
2. **Before a Meeting:** Be prepared for board meetings by reading packets prior to board meetings; Refuse to become involved (collectively, as individuals, or in our communities) in micro-management; Get the answers to questions and concerns prior to the board meeting.
3. **During a Meeting:** Listen and speak with respect for others at all times; Vote with conviction; Align our actions as closely as possible to stated goals and objectives; Create an open, problem-solving management climate in which differences and problems are met head-on and clarified rather than swept under the rug or smoothed over; Promote mutual involvement and interdependency rather than selfish competition or subversive rivalry.
4. **After a Meeting:** Develop trust; Uphold all decisions made by the Board; Periodically follow-up on district, board and CSA goals; Understand and respect the separate roles and responsibilities of the board and the administration to confine activities within the boundaries of those roles.

If any board member feels that another board member has violated any provision of this agreement, that board member shall personally talk with the offending board member in an attempt to resolve the issue. If the attempt fails, the board member who feels that another board member has violated this agreement shall bring the matter to the attention of the entire board. Any grievances that arise should be dealt with at the earliest practical opportunity.

VI. 2012-2013 DISTRICT GOALS

1. Continue to review and assess in a systematic manner, using data, the district curriculum and students' needs to raise student achievement.
2. Create a positive school environment/culture conducive to teaching and learning for all stakeholders.
3. Continue to expand communication to all stakeholders to increase the capacity for greater

VII. AWARDS/PRESENTATIONS

1. WTHS Presentation – Use of Technology at WTHS
2. 2013-2014 Budget Presentation

VIII. CORRESPONDENCE

IX. MINUTES

Special Meeting
Regular Meeting

Wednesday, March 6, 2013
Wednesday, March 13, 2013

Open Session
Open/Closed Sessions

On a motion made by _____, seconded by _____, approval of Minutes is granted.	
Exceptions: _____	
Roll Call:	
_____ Ms. Brown	_____ Ms. Pitts
_____ Mr. Gidwani	_____ Ms. Sturdivant
_____ Ms. Masciocchi	_____ Ms. Watkins
_____ Ms. Peterson	_____ Ms. Dredde
	_____ Ms. Davis

X. BOARD COMMITTEE REPORTS

XI. PUBLIC COMMENTS (Time Limited)

The Winslow Township Board of Education highly values the input of citizens in making important decisions that affect the children of our community. We also believe in the rights of citizens to observe Board Meetings. To ensure that all of our citizens have the opportunity to attend School Board Meetings and offer comment, and to ensure that the Board can conduct the important business of the District, we ask that speakers follow the guidelines for making public comments.

Notation of Public Comments on Agenda Items – The Board President or Board Secretary will recognize those individuals in the audience who wish to make comment.

Please respect the following procedures:

1. All members of the public attending School Board Meetings must treat each other and the Board with respect.
2. State your full name and address.
3. Please limit your comments to five minutes.
4. Submit your questions to the Board of Education with your name, address and telephone number where you can be contacted. Your questions will be answered within a reasonable time.
5. Individuals offering citizen comment are not permitted to make personal attacks on any District employee, Board Member, other testifier or member of the public.

On a motion made by _____, seconded by _____, approval of Public Comments is granted.
Exceptions: _____
Voice Vote: _____

XII. ADJOURNMENT OF PUBLIC COMMENTS

On a motion made by _____, seconded by _____, approval to adjourn Public Comments is granted.
Exceptions: _____
Voice Vote: _____

XIII. SUPERINTENDENT'S REPORT

A. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS:

1. First Reading of Board Policies & Regulations **None at this time.**
2. Second Reading of Board Policies & Regulations **None at this time.**
3. Security/Fire Drill Report **Exhibit XIII A: 3**

Approve the Security/Fire Drill Report, for February 2013, as listed in the attached exhibit.
4. Field Trips **Exhibit XIII A: 4**

Approve Field Trips for the 2012-2013 school year as listed in the attached exhibit.
5. Professional Development/Workshops & Conferences **Exhibit XIII A: 5**
 - a. Approve Professional Development opportunities as per the attached exhibit.
 - b. Approve the Professional Development opportunity as listed below:

Title: Training on the Mimio Teach Interactive Whiteboard
Date(s): March 19, 2013
Audience: Teachers that have been participating in Mimio Teach
Presenter: Mr. Tom Caine – Tome Caine & Associates, LLC
Costs: \$2,000
Funding: NCLB – Title II
Description: To provide teachers with instruction and assistance in creating interactive lessons using the Mimio Interactive software.
6. Tuition Students **None at this time.**
7. Terminate Out-of-District Placements **None at this time.**
8. Homeless Student(s) **None at this time.**

9. Fundraiser(s)

Exhibit XIII A: 9

Approve the following fundraisers/school activities for the 2012-2013 school year as listed below and as per the attached exhibit:

School No. 2

- o Gold Canyon Candles

WTHS

- o Poetry Night (May 2013) – Leo Club
- o One Book, One School (April – May 2013) – Student Government
- o Hadley Farms Cakes (April 2013) – Concert Choir

10. 2013-2014 District Calendar(s)

Exhibit XIII A: 10

Approve the following District Calendars for the 2013-2014 school year as listed in the attached exhibits.

- a. 2013-2014 District Calendar
- b. 2013-2014 Administrative & Support Staff Holiday Calendar

11. School No. 3 – Field Day

Approve School No. 3 Field Day, for Grades 1 – 3, for Thursday, May 30, 2013.

12. School No. 5 – Principals' Reading Challenge

Approve students at School No. 5 to participate in the "Principals' Reading Challenge" on April 26, 2013, where students will read and complete activities on a challenge game board. The student in each homeroom who completes the most on the game board will be invited to challenge Mr. Marella and Mr. Chambers aboard the Game Truck. The program cost of \$300 will be funded through the School No. 5 H.S.A.

13. WTMS – National Junior Honor Society Induction Ceremony

Approve the National Junior Honor Society Induction Ceremony to be held on Monday, May 20, 2013 in the Middle School Cafeteria.

14. WTHS – Program of Studies Night at WTMS

Approve a Program of Studies Night, to be held on Tuesday, April 9, 2013, at Winslow Township Middle School.

15. WTHS – Project Graduation

Approve the WTHS H.S.A. to sponsor Project Graduation on Wednesday, June 19, 2013 aboard the Spirit of Philadelphia. This annual event is for graduating seniors to celebrate graduation and will take place from 9:30 p.m. until 3:00 a.m.

16. WTHS - Scholarship

Approve the acceptance of a donation in the form of a scholarship for a graduating senior from the Winslow Beauty Supply in the amount of \$500. The award recipient will be announced at Senior Awards Night on May 30, 2013.

17. WTHS – FBLA Community Service Project

Approve the FBLA students' community service project of collecting "used" cell phones and donating them to the Winslow Township Police Department and other organizations that would use the phones for a worthy cause.

18. 2013 Board of Education Meeting Dates

Approve the following dates for Regular Board of Education Meetings of the Winslow Township Board of Education for the remainder of the 2013 calendar year:

<i>Date</i>	<i>Time</i>	<i>Location</i>
Wednesday, September 11, 2013	7:00 p.m.	WTMS – Cafeteria
Wednesday, September 25, 2013	7:00 p.m.	WTMS – Cafeteria
Wednesday, October 9, 2013	7:00 p.m.	WTMS – Cafeteria
Wednesday, October 23, 2013	7:00 p.m.	WTMS – Cafeteria
Wednesday, November 13, 2013	7:00 p.m.	WTMS – Cafeteria
*Tuesday, November 26, 2013	7:00 p.m.	WTMS – Cafeteria
Wednesday, December 11, 2013	7:00 p.m.	WTMS – Cafeteria
Wednesday, December 18, 2013	7:00 p.m.	WTMS – Cafeteria
**Thursday, January 2, 2014	7:00 p.m.	WTMS – Cafeteria

Note: *Hanukkah begins at sundown on Wednesday, November 27, 2013.

**This is the Reorganization Meeting of the Board of Education.

B. Principal's Updates

1. Monthly School Highlights
2. Ethnic Enrollment Report
3. Suspension Report

Exhibit XIII B: 1
Exhibit XIII B: 2
Exhibit XIII B: 3

On a motion made by _____, seconded by _____, approval of Superintendent's Report is granted.	
Exceptions: _____	
Roll Call:	
_____ Ms. Brown	_____ Ms. Pitts
_____ Mr. Gidwani	_____ Ms. Sturdivant
_____ Ms. Masciocchi	_____ Ms. Watkins
_____ Ms. Peterson	_____ Ms. Dredden
	_____ Ms. Davis

XIV. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT

A. REPORTS None at this time.

B. THE BUSINESS ADMINISTRATOR/BOARD SECRETARY RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS:

- 1. Line Item Transfers **None at this time.**
- 2. Reconciliation Report **None at this time.**
- 3. Board Secretary’s Report **None at this time.**
- 4. Board Secretary’s Certification **None at this time.**
- 5. Boards’ Certification **None at this time.**
- 6. Bill List **Exhibit XIV B: 6**

a. Approve the Bill List as listed below and as per the attached exhibit.

- o Manual Bill List \$ 7,227.48
- o Vendor Bill List \$1,062,130.38

b. Ratify the Manual Bill list, as listed below and in the attached exhibit, for a field trip approved by the Board on March 13, 2013 for a trip scheduled on March 27, 2013.

- o Manual Bill List \$ 810.00

7. Payroll **None at this time.**

8. Annual District Budget 2013/2014

Approve to adopt the 2013/2014 School Budget, as amended by the Interim County Superintendent of Schools, for submission and resolve, that there should be raised for General Funds \$44,021,298 for the ensuing school year 2013-2014

Fund	Budget	Local Tax Levy
General Fund	\$ 94,205,137	\$ 44,021,298
Special Revenue Fund	\$ 2,358,687	\$ -
Debt Service Fund	\$ 3,216,787	\$ 1,729,671

9. Use of Facilities

Approve The Institute of Excellence Charter School, 41 South Route 73, Hammonton, to hold their NJ Spring Concert:

- Winslow Township High School Tuesday, June 4, 2013
6:00 p.m. – 9:00 p.m.
Grades K – 5

Note: Per Board Policy, an application fee and usage fee will be charged.

10. Disposal of School Property and Textbooks

Exhibit XIV B: 10

Approve the Disposal of School Property per the attached exhibit.

Location	Description
School No. 1	3 Monitors - Broken
	1 Computer – Gateway - Broken
District	8 Teachers Desks – Old, rusty
	20 Metal Shelves – Old, Rusty, Broken
	4 File Cabinets – Rusty, Broken, Parts Mission
	6 Chemical Cabinets – Old, Rusty
	45 Grey Sitting Chairs – to be sold online
	4 TV Carts – Old, Broken
	1 Laptop Cart – Old, Broken
	1 Table – Old, Broken
	Multiple Scrap Metal Shelving – Old, Rusty, Broken
School No. 6	17 Gateway M405 Laptops – No longer functional - destroy
& Middle School	24 Dell D505 – Old - destroy
High School	128 books, A History of United States – no longer used
	25 books, Human Geography – no longer used

11. School Based Youth Services Program – Family Therapy and Consultation

Approve the following services between the Winslow Township Board of Education and Family Therapy and Consultation Services:

1. From 3/28/13 – 6/14/13
2. Individual and Group Therapy up to 2 hours weekly for a maximum of 11 weeks, for a total of 22 hours.
3. \$110.00/hour for a total cost of \$2,420.00

Note: The cost will be paid from the School Based Youth Program Grant.

12. Global Connect Strategic Voice Messaging System

Approve Global Connect from July 1, 2012 – June 30, 2013 at a cost of \$8,460.00.

Note: Global Connect is the all call system used by the District.

13. Pineland Learning Center, Inc. - Free/Reduced Meals 2013-2014

Approve the resolution for Pineland Learning Center with regard to free/reduced meals as follows:

WHEREAS Pineland Learning Center, Inc. is an approved private school for students with disabilities and

WHEREAS the students from the Winslow Township School District attending Pineland Learning Center, Inc. are all classified handicapped students and have an IEP which includes a free breakfast and lunch

NOW THEREFORE BE IT RESOLVED THAT In accordance with NJAC 6A:23-4.5iii, the Winslow Township School District Board of Education does not require Pineland Learning Center, Inc. to charge the Winslow Township School District students for a reduced and/or paid meal.

14. Early Childhood Education Grant for 2013-2014

Approve to accept the Early Childhood Education Preschool Program Plan Update for 2013-2014 as follows:

○ Carryover form 2011-2012	\$205,924.00
○ Preschool Education Aid 2013-2014	<u>277,647.00</u>
	\$483,571.00

15. Passenger Buses Bid

Approve to advertise bids for six (6) 54 Passenger Buses and one (1) 24 Passenger Bus to replace retiring buses.

16. Bid for Pupil Transportation for Choice School Students

Approve to advertise a bid for Pupil Transportation for Choice School Students.

17. Sprint Contract

Approve the Western States Contracting Alliance (WSCA) month to month contract for Wireless Services with Sprint.

18. Refunding Bond Ordinance

THE BOARD OF EDUCATION OF THE TOWNSHIP OF WINSLOW,
IN THE COUNTY OF CAMDEN, NEW JERSEY

REFUNDING BOND ORDINANCE PROVIDING FOR THE REFUNDING OF UP TO ALL OF THE OUTSTANDING CALLABLE SCHOOL BONDS, SERIES 2004, OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF WINSLOW, IN THE COUNTY OF CAMDEN, NEW JERSEY; AUTHORIZING THE ISSUANCE OF UP TO \$14,400,000 OF REFUNDING BONDS OF THE SCHOOL DISTRICT TO FINANCE THE COST THEREOF; MAKING CERTAIN DETERMINATIONS AND COVENANTS IN CONNECTION THEREWITH; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING.

BE IT ORDAINED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF WINSLOW, IN THE COUNTY OF CAMDEN, NEW JERSEY (NOT LESS THAN TWO-THIRDS OF ALL THE MEMBERS THEREOF AFFIRMATIVELY CONCURRING), AS FOLLOWS:

Section 1. The Board of Education of the Township of Winslow, in the County of Camden, New Jersey ("Board" when referring to the governing body and "School District" when referring to the legal entity governed by the Board) is hereby authorized to refund its outstanding callable School Bonds, Series 2004, in the aggregate principal amount of \$13,920,000 and maturing on August 1 in the following years and principal amounts (collectively, the "Callable Bonds"):

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2014	\$2,170,000	2017	\$2,360,000
2015	2,230,000	2018	2,415,000
2016	2,295,000	2019	2,450,000

The exact amount of Callable Bonds to be refunded shall be determined pursuant to a resolution adopted by the Board by not less than two-thirds of all the members thereof.

Section 2. To effectuate the refunding of the Callable Bonds, negotiable refunding bonds of the School District are hereby authorized to be issued in an amount not to exceed \$14,400,000 in one (1) or more series ("Refunding Bonds"), pursuant to the School Bond Law, N.J.S.A. 18A:24-1 et seq., as amended and supplemented ("School Bond Law").

Section 3. An aggregate amount not exceeding \$160,000 for the items of expense listed in and permitted by Section 61.4 of the School Bond Law, N.J.S.A. 18A:24-61.4, has been included in the aggregate principal amount of the Refunding Bonds authorized herein.

Section 4. The purpose of the Refunding Bonds is to effect an interest cost savings for the School District.

Section 5. Each Refunding Bond authorized herein shall be designated, substantially, "The Board of Education of the Township of Winslow, in the County of Camden, New Jersey, School Refunding Bond, Series 20__" and shall be in the form prescribed and permitted by the School Bond Law, as Bond Counsel may advise, and as the School District shall approve.

Section 6. The Refunding Bonds may be sold at public or private sale pursuant to a resolution of the Board adopted by not less than two-thirds of all the members thereof.

Section 7. To effectuate the refunding of the Callable Bonds, the President of the Board, Vice President of the Board and Business Administrator/Board Secretary are hereby authorized to enter into the contracts or agreements described in Section 61.10 of the School Bond Law, N.J.S.A. 18A:24-61.10.

Section 8. A certified copy of this refunding bond ordinance as adopted on first reading has been filed with the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey prior to final adoption, together with a complete statement in the form prescribed by the Director and signed by the Business Administrator/Board Secretary as to the outstanding indebtedness to be refunded by the issuance of the Refunding Bonds.

Section 9. This refunding bond ordinance shall take effect immediately upon adoption after advertised public hearing, notice of which shall be given publicly at least seven (7) days prior to the date of such hearing in a newspaper circulating within the School District; provided, however, that the consent of the Local Finance Board has been endorsed upon a certified copy of this refunding bond ordinance as finally adopted.

Date of Introduction: **March 27, 2013**

Date of Adoption: _____, 2013

Recorded Vote

AYE

NO

ABSTAIN

ABSENT

The foregoing is a true copy of a refunding bond ordinance introduced by the Board on March 27, 2013.

TYRA MCCOY-BOYLE,
Business Administrator/Board Secretary

On a motion made by _____, seconded by _____, approval of Business Administrator/ Board Secretary's Report is granted.

Exceptions: _____

Roll Call:

_____ Ms. Brown

_____ Mr. Gidwani

_____ Ms. Masciocchi

_____ Ms. Peterson

_____ Ms. Pitts

_____ Ms. Sturdivant

_____ Ms. Watkins

_____ Ms. Dredden

_____ Ms. Davis

XV. PERSONNEL

1. Leaves of Absence

Approve the following Leaves of Absence pursuant to documents filed in the Office of Human Resources:

	Name	Type of Leave	From	To	Paid/Unpaid
A	M. D.	Medical	5/1/2013	5/17/2013	P
B	J. F.	Medical	4/4/2013	4/30/2013	P
C	M. M.	Medical	4/4/2013	5/15/2013	P
D	E. P.	FMLA	Intermittent	To be determined	U
E	K. S.	Medical	4/17/2013	5/15/2013	P

2. Retirement

Approve the following Retirement for the 2012/2013 school year:

	Name	Position	School	Effective
A	Flanegin, Scott	History Teacher	HS	7/1/2013

3. Resignation

Approve the following Resignation for the 2012/2013 school year:

	Name	Position	School	Effective
A	Yates, Megan	Art Teacher	No. 1	6/30/2013

4. Extended School Day Program

Approve the following Tutors for the Title I Extended School Day Program on an “as needed” basis not to exceed 2 hours per day for the 2012/2013 school year: (20-236-100-100-020-00)

	Name	Subject	School	Effective
A	Boyle, LaShawn	Elementary Teacher	No. 3	3/27/2013
B	Henderson-Jackson, Karla	Elementary Teacher	No. 5	3/27/2013

5. Support Substitute

Approve the following Support Substitute for the 2012/2013 school year:

	Name	Position
A	Vanst, Maxine	Bus Driver

6. College Placement

Approve the following College Placement for the 2012/2013 school year:

	College/University	Student	Experience	Cooperating Teacher	School	Dates	Subject
A	Camden County College	Cannon, Janelle	1 Day Observation	Adair, Andrew	HS	4/8/2013	English

7. Volunteers

Approve the following Volunteers for the 2012/2013 school year:

	Name	Volunteer Activity	School
A	Hall, Stephanie	Classroom Helper	No. 2
B	Kressel, Antonella	Reading Assist Program Tutor	No. 4
C	Lynam, Deborah	Reading Assist Program Tutor	No. 4

8. Homebound Instruction Tutors

Approve the following Homebound Instruction Tutors for the 2012/2013 school year: (11-150-100-101-000-98)

	Name	Position	Hourly Rate	Effective
A	Chieves, Rosalyn	Mathematics Teacher	\$37.73	3/27/2013
B	Hagan, Jeana	Mathematics Teacher	\$37.73	3/27/2013

9. WINSOAR Program

Approve the following Resignation of a Teacher in the WINSOAR Program for the 2012/2013 school year: (11-130-100-101-160-07))

	Name	Subject	School	Effective
A	Sykes, Hannah	Science Teacher	MS	3/20/2013

10. Career and Technical Education Program

- a. Approve the following employees for the High School Career and Technical Education Program Curriculum Development, CTE Program alignment, increasing academic rigor and promoting parental involvement on an “as needed” basis for the 2012/2013 school year: (Perkins Grant - 20-362-100-100-000-00)

	Name	Hourly Rate
A	Clark, Jena	\$37.73
B	Densten, Sharon	\$37.73
C	Gary, Cindy	\$37.73
D	Ingram, Norman	\$37.73
E	Martin, William	\$37.73
F	Meltzer, Gwen	\$37.73
G	Safko, Gregory	\$37.73

- b. Approve the following Tutors for the High School Career and Technical Education Program for a total of nine (9) weeks, March 18, 2013 through May 23, 2013, Tuesdays and Thursdays from 2:00 p.m. to 3:00 p.m.: (Perkins Grant - 20-362-100-100-000-00)

	Name	Subject	Hourly Rate
A	Adair, Andrew	English	\$37.73
B	Baylinson, Adrienne	English	\$37.73
C	McCormick, Rachel	Math	\$37.73
D	Nagy, Teresa	Math	\$37.73
E	Nichols, Wayne	English	\$37.73
F	Pino, John	English	\$37.73
G	Ruff, Thelma	Math	\$37.73
H	Smith, Chantel	Math	\$37.73

On a motion made by _____, seconded by _____, approval of Personnel Report is granted.
Exceptions: _____
Roll Call:
 _____ Ms. Brown
 _____ Mr. Gidwani
 _____ Ms. Masciocchi
 _____ Ms. Peterson
 _____ Ms. Pitts
 _____ Ms. Sturdivant
 _____ Ms. Watkins
 _____ Ms. Dredden
 _____ Ms. Davis

Wednesday, March 27, 2013

Regular Board of Education Meeting

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XVI. OLD BUSINESS

XVII. NEW BUSINESS

XVIII. EXECUTIVE SESSION

BE IT RESOLVED, the Board of Education will entertain a motion to adjourn into Executive/Closed Session for the purpose of:

- o Student Hearings
- o Personnel Matters
- o Legal Matters

The information discussed in Executive/Closed Session may be disclosed to the public after formal action is taken by the Board of Education on these issues. Certain information that will be discussed in Executive/Closed Session is not to be disclosed to the Public; however, the Board may contemplate taking action at the conclusion of Executive/Closed Session.

On a motion made by _____, seconded by _____, approval to move to Executive Session is granted at _____.	
Exceptions: _____	
Roll Call:	
_____ Ms. Brown	_____ Ms. Pitts
_____ Mr. Gidwani	_____ Ms. Sturdivant
_____ Ms. Masciocchi	_____ Ms. Watkins
_____ Ms. Peterson	_____ Ms. Dredden
	_____ Ms. Davis

XIX. ADJOURNMENT OF EXECUTIVE SESSION Time: _____

On a motion made by _____, seconded by _____, approval to adjourn Executive Session is granted.
Exceptions: _____
Voice Vote: _____

XX. ADJOURNMENT Time: _____

On a motion made by _____, seconded by _____, approval to adjourn Meeting is granted.
Exceptions: _____
Voice Vote: _____